# State Occupational Annual Report

For activities occurring during Federal Fiscal Year 2016

December 1, 2016

Michael R. Pence, Governor Rick J. Ruble, Commissioner of Labor



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### **Executive Summary**

Indiana OSHA's staff includes 38 compliance officers, 6 supervisors, 2 directors, 4 administrative staff, and the Deputy Commissioner for a total of 52 personnel. Training of IOSHA staff is a priority for the Indiana Department of Labor demonstrated by the significant portion of the expense budget spent for the training of staff through the OSHA Training Institute and from other sources of training. IOSHA developed internal computer based training for hazard recognition both for the General Industry and Construction Divisions. This training is frequently used by compliance officers for initial and refresher training.

Indiana Occupational Safety and Health Administration (IOSHA) continued to improve performance significantly in FY 2016 as evidenced by the FY 2016 state activity mandated measures (SAMM). Indiana OSHA improved many of its measures in FY 2016. IOSHA continues to initiate complaint inspections (SAMM 1) well below the goal of 10 days and has put in place administrative changes that show IOSHA is initiating complaint investigations (SAMM 2) near the goal of 5 days. IOSHA demonstrated other improvements such as significant improvement in the "in compliance" rate (SAMM 9) for both safety and health inspections. IOSHA continues to face challenges with lapsed time (SAMM 11) due to a hold placed on headcount replacement. Existing compliance officers are carrying additional load which slows down the processing of individual files.

IOSHA acquired and implemented a new data base system called the "OSHA Express" and successfully interfaced IOSHA data with the new Federal OSHA Information System in FY 2016. The new system helps IOSHA with accuracy and less down time than the previous data system.

The Indiana Voluntary Protection Program (VPP) continues to grow with 83 certified sites and 115 Special Government Employees. Indiana opened the program to mobile worksites in the fall of 2014 which will allow Contractors to qualify for the program and has certified two contractors since that time.

In September 2015, the Indiana Department of Labor released its annual preliminary occupational fatality report for calendar year CY 2014. In CY 2014, the Indiana Department of Labor reported 127 worker deaths; the fifth lowest experienced since the Bureau of Labor Statistics' Census of Fatal Occupational Injuries report was introduced in 1992. This rate stayed the same as CY 2013 at 127 worker deaths. The Indiana Department of Labor also released the nonfatal occupational injury and illness rate for calendar year 2015 in November 2016. The overall injury and illness rate for the state of Indiana for CY 2015 was 3.8 per 100 workers. This rate is the lowest recorded rate since the data has been collected and matches CY 2013. The Indiana nonfatal occupational injury and illness rates for the last three calendar years remain the lowest in Indiana history: CY 2015 = 3.8, CY 2014 = 4.0, and CY 2013 = 3.8.

While the number of workplace injuries, illnesses and fatalities in Indiana have remained at historic lows, the staff of the Indiana Department of Labor recognizes that it still has work to complete and will continue to focus on reducing the number of workplace injuries and fatalities in Indiana. The unwavering commitment to Hoosier workplace safety and health demonstrated by the IOSHA division reaffirms that Indiana has a high quality, metrics-driven workplace safety and health enforcement program. It is effective, lean, and represents a good investment of federal and state dollars.



# <u>Department of Labor</u>

## Indiana OSHA Annual Overview

Commissioner, Rick Ruble (formerly general counsel to the Department of Labor) was appointed by Governor Pence in September of 2013 and continues to serve as Commissioner for the Indiana Department of Labor. Tim Maley, the Deputy Commissioner of Labor, Head of IOSHA, accepted the position in August of 2012 and is continuing to serve in the position. Julie Alexander, former legal counsel for IOSHA has served as Director of General Industry since October of 2012 and continues to gain valuable experience in the position. Jerry Lander, Director of Construction has 9 years of experience in his position. This management team is solidly in place and well positioned to manage the challenges of Indiana OSHA (IOSHA).

Indiana OSHA's modest staff includes 38 compliance officers, 6 supervisors, 2 directors, 4 administrative staff, and the Deputy Commissioner for a total of 51 personnel. Presently 8 compliance officer positions have not been approved to fill. We are hoping for approval to fill these positions soon as they represent a 21% reduction in our enforcement staff. We are utilizing overtime with existing staff to address this reduction of headcount. IOSHA has demonstrated a commitment to training its new officers and existing staff. IOSHA spent \$60,000.00 for training of staff in FY 2016 including formal training at the OSHA Training Institute and other sources of training. IOSHA continues to use an internally developed computer based training for hazard recognition both for training of new officers and refresher training in the General Industry and Construction Division.

IOSHA continues to utilize a system called the "OSHA Express" that matches the data requirements of the Federal OSHA OIS system and has invested resources to successfully interface IOSHA data with the new Federal OSHA Information System. The system is working very well and Indiana actively maintains the system managing any new additional data requirements or system adjustments. All of the old legacy data from IMIS/NCR was transferred to the OSHA Express allowing IOSHA access to historical data after the NCR was decommissioned. The new system helps IOSHA with accuracy and less down time than the previous data system. An advantage of OSHA Express is that Indiana can pull real time numbers and generate its own reports to manage different performance numbers for the group.

Indiana Occupational Safety and Health Administration (IOSHA) strived to meet its measures of performance (SAMM) for FY 2016 despite headcount reductions and high turnover. Indiana OSHA met

or exceeded many of its SAMM measures according to the Federal OSHA FY 2016 SAMM report. IOSHA continues to initiate complaint inspections (SAMM 1) below the goal of 10 days and has put in place administrative changes that help IOSHA initiate complaint investigations (SAMM 2) below 5 days. IOSHA continues to respond to 100% of imminent danger complaints in 24 hours (SAMM 3). IOSHA excels in the average number of violations per inspection (SAMM 5) with 3.34 violations per inspection compared to the state plan average of 1.69 violations per inspection and the Federal OSHA State average of 2.09 violations per inspection. This illustrates that IOSHA is finding and fixing many hazards in the workplace that contribute to employee injuries and death. IOSHA has shown significant improvement in the "in compliance" rate (SAMM 9) for both safety and health inspections. For safety inspections, IOSHA's FY 2016 "in compliance" rate was a respectable 35.33% compared to the state plan average of 33.06%. For health inspections, IOSHA's "in compliance" rate was 20%. This was better than the state plan rate of 38.10% and the Federal OSHA State rate of 31.99%. IOSHA continues to work on lapsed time (opening conference to citation issuance) through a review of all phases of the investigation to eliminate any inefficiency. Given headcount reductions and turnover, inspection lapsed time (SAMM 11) has been an issue. IOSHA's average lapsed time for safety inspections is 54.67 days compared to 44.39 days for all state plans and 45.98 days for Federal OSHA States. For health inspections, IOSHA's average lapsed time is 99.79 days compared to 54.17 days for all state plans and 61.70 days for Federal OSHA states. Finally, IOSHA retains 71.27% of initial penalty charged (SAMM 13). This is a respectable percentage of retention compared to the all state plan average of 79.74% and the Federal OSHA State average of 68.80%. One disappointment was the reduction in inspections for FY 2016. The total number of IOSHA inspections opened for FY 2016 was 791. This is directly linked to staffing reduction and was less than the 1173 IOSHA inspections performed in FY 2015.

The Indiana Voluntary Protection Program (VPP) continues to grow with 83 certified sites presently in the program and 115 Special Government Employees. The collective injury rates for these Indiana VPP sites are as follows: TCIR (total case incident rate) = 1.2, 71.2% better than BLS (Bureau of Labor Statistics) collective industry average and DART rate (days away, restriction or transfer) = 0.5, 79.7% better than BLS collective industry average. This indicates VPP sites are achieving good results in reducing workplace injuries. Indiana OSHA is projecting that Indiana will have 100 VPP certified sites in the next 2 years. Indiana opened the program to mobile worksites in the fall of 2014 which will allow Contractors to qualify for the program and has certified two mobile contractors in the program. Working closely with Indiana's SGEs, we believe that Indiana has one of the most exciting VPP programs in the country.

Indiana OSHA maintains alliances with the Central Indiana American Society of Safety Engineers (CIASSE), Indiana Builders Association (IBA), Indiana Municipal Electrical Association (IMEA) and company based Dow AgroScience. Through these alliances, IOSHA is able to reach a broad audience of Indiana companies for the purpose of outreach and education. Indiana OSHA also maintains association based partnerships including Coalition for Construction Safety (CCS), Indiana Construction Association (ICA), and Associated Builders and Contractors (ABC). Indiana OSHA works with these partnerships to promote the highest standards of safety in the construction industry. Finally Indiana OSHA is managing two site specific construction projects. Notre Dame University and Barton Malow general contractors reached out to partner with Indiana OSHA in a \$450 million, two year project named the "Campus Crossroads Project". IOSHA's newest site specific construction partnership was signed April 20, 2016. It is a \$45 million project with Trinitas Contractors in Indianapolis, Indiana named the "IUPUI Collegiate". Indiana OSHA commits to a limited number of site specific partnerships for the purpose of general safety oversight and injury reduction initiatives. Indiana OSHA also utilizes the site specific partnerships to allow new compliance officers an opportunity to get real time experience on a large construction site.

In September 2015, the Indiana Department of Labor released its annual preliminary occupational fatality report for calendar year 2014. In 2014, the Indiana Department of Labor reported 127 worker deaths; the fifth lowest experienced since the Bureau of Labor Statistics' Census of Fatal Occupational Injuries report was introduced in 1992. This rate stayed the same as CY 2013 at 127 worker deaths.

The Indiana Department of Labor recently released the nonfatal occupational injury and illness rate for calendar year 2015 in December 2016. The overall injury and illness rate for the state of Indiana fell from 4.0 per 100 workers in 2014 to 3.8 per 100 workers in 2015. The rate ties a record low of 3.8 in 2013. The Indiana nonfatal occupational injury and illness rates for the last three calendar years remain the lowest in Indiana history.

While the number of workplace injuries, illnesses and fatalities in Indiana have remained at historic lows, the staff of the Indiana Department of Labor recognizes that it still has work to complete and will continue to focus on reducing the number of workplace injuries and fatalities in Indiana. The Indiana Department of Labor will continue its brand of a balanced approach to worker safety and health through a rigorous enforcement program and a robust consultation division.

The unwavering commitment to Hoosier workplace safety and health excellence demonstrated by the IOSHA division reaffirms that Indiana has a high quality, metrics-driven workplace safety and health enforcement program. It is effective, lean, and represents a good investment of federal and state dollars.

### Accomplishments

### **Construction Division:**

The IOSHA Construction Division developed and implemented an "Abatement Tracking System" during FY 2016. This tracking system was developed to control an ever growing number of unsatisfactory abatement case files. The system utilizes a special outlook calendar that has been setup to display warnings and triggers to the management team, when PMA's, penalty letters or phone calls to the employers is needed for abatement issues. We have already seen the benefits of this system by having a reduction of 50 % fewer unsatisfactory abatement case files to process during this year.

Barton Malow / Notre Dame Campus Crossroads Construction Project Partnership — The Indiana Department of Labor and the IOSHA Construction Division along with Barton Malow have entered into a partnership agreement for their 350 million dollar, 3 year Notre Dame Campus Crossroads Project. Per the terms of the agreement, IOSHA shall inspect the project a minimum of 4 times a year and monitor their safety for the project throughout the project duration. So far this partnership has been very successful for both parties as the contractor has benefitted from IOSHA inspecting their site and pointing out potential hazards based on our experience. IOSHA construction team has also benefited by observing and learning about their safety efforts and practices they do on the job site.

**Trinitas / IUPUI Collegiate at Indianapolis Construction Project Partnership** – The Indiana Department of Labor and the IOSHA Construction Division along with Trinitas Contractors have entered into a partnership agreement on April 20, 2016, for their 45 million dollar project, with an anticipated date of project completion on August 14, 2017. This project is for both an 11 story building and 5 story parking facility for student housing with a four story parking garage, located in Indianapolis, Indiana.

Per the terms of the agreement, IOSHA shall first conduct a review of the construction manager's safety program and inspect the project a minimum of 4 times a year along with monitoring their safety for the project throughout the project duration. So far this partnership has been very successful for both parties as the contractor has benefitted from IOSHA inspecting their site and pointing out potential hazards based on our experience. IOSHA construction team has also benefited by observing and learning about their safety efforts and practices they do on the job site.

Coalition for Construction Safety (CCS), Indiana Construction Association (ICA) and Associated Builders and Contractors (ABC) - The Indiana Department of Labor has entered into partnerships with these construction associations because of their commitment to outstanding safety performance. Presently there are 210 companies that belong to these associations in Indiana. The IOSHA Construction Team frequently attends the association meetings to communicate and educate large groups of contractors on OSHA regulations and initiatives. This partnership has help Indiana OSHA reach many of our construction companies in Indiana to promote excellent safety practices.

### **General Industry Division:**

The IOSHA General Industry Division is responsible for operating and maintaining intake for all IOSHA. The General Industry Division in FY 2016 was again able to decrease our time from the receipt of a complaint to the time a compliance officer opens an inspection (SAMM 1) measurement to 6.95 days. As previously mentioned, IOSHA met the goal of less than 10 days for FY 2016 and FY 2015. General Industry continues to improve intake time to get the complaint to the Compliance Officer in the field in a timely manner.

In FY 2016, our Intake division has again improved the response time to initiate a complaint investigation (SAMM 2) measurement. In FY 2016, General Industry reduced this response time from 20.29 in FY 2015 to 8.93 days in FY 2016. IOSHA continues to improve the automatically generated letters that are sent to the employer requesting responses to non-formal complaints. This helps to decrease our response time in the initiation of non-formal complaint investigations.

IOSHA increased the average number of violations per inspection from 2.95 violations in FY 2015 to 3.32 violations in FY 2016. In addition, the percentage of cases without violations decreased 20% from FY 2015. This is attributed to the continued increase in training at OTI, IOSHA's photo hazard recognition training project, and the agency focus on the need for increased hazard recognition skills among the newer CSHOs.

The average lapse time from inspection open date to issuance date decreased by 11 days in FY 2016 for safety inspections and remained the approximately the same for health inspections.

The Intake section had a year of major changes and improvements brought on by the new reporting requirements for hospitalizations, amputations and loss of an eye. Intake upgraded the IOSHA web page to include a web form for employers to report those serious injuries. Our OSHA Express software was updated with automatic form letters to send rapid response request investigation (RRI) letters to employers immediately upon entering the reported information into OSHA Express. Outlook inboxes were created to handle the new serious injury reports and employers are now given a specific email address to send RRI responses. Referrals received by IOSHA almost doubled from 473 in FY 2015 to 700 in FY 2016.

IOSHA also had an unprecedented increase in nonformal complaints from 391 in FY 2015 to 1,053 in FY 2016. IOSHA has had difficulty keeping up with the number of phone calls received due to the unpredicted substantial increase in nonformal complaints and the addition of the new serious injury reporting. Therefore, we have had to increase our reliance on our web forms for complaints and serious injury reports. The web form for complaints was revised to include a confirmation email to complainants that include a unique identifier (S11) for tracking purposes, formalizing of complaint instructions (signature requirements), and advisement of whistleblower rights with a copy sent to intake for documenting the file. Outlook inboxes were created to handle the increase in nonformal complaints from employers and a specific inbox for nonformal responses was created for employers to send in response information.

Complainants now have a specific web form to report construction complaints that go straight to constructions supervisors. The web form has a place to upload photos of alleged hazards involving scaffolding, trenching, and fall protection issues. The web form also requests information specific to constructions sites, demolition sites and road construction. This new web form was necessary to ensure that construction complaints are immediately responded to because of the transitory nature of construction sites. This new construction web form also has a confirmation email generated to the complainant with a unique identifier (S11) for tracking purposes, formalizing of complaint instructions (signature requirements), and advisement of whistleblower rights with a copy sent to construction for documenting the file.

The future for IOSHA's intake section will be upgrading to voice of internet protocol phones (VOIP) with integrated software that will allow caller information to be automatically uploaded to the computer into a database. This will allow the duty officer to bring up the history of the caller and any comments from preceding communications and eliminate the time involved in typing the caller's information every time. These upgrades are expected sometime in the spring of 2017.

### **Whistleblower Program**

The Whistleblower section conducted 42 investigations in FY 2016, which is fourteen less investigations than performed in FY 2015. The average number of days to investigate was 170 days.

The Director attended a mediation in February of 2016 mandated by the state courts and was able to obtain a settlement of \$25,000 on behalf of a complainant with a meritorious finding by the agency. The Whistleblower supervisor and a WB investigator also attended a court mandated mediation and was able to secure \$50,000 on behalf of a Whistleblower complainant in October of 2016 as a result of a merit case being filed into state court.

The Office of the Attorney General settled a Whistleblower case for \$500 that was filed in state court in November of 2015 upon an agency recommendation of merit. The complainant had moved to Florida and was not very cooperative and was no longer interested in pursuing the case or coming back to Indiana.

The Whistleblower section was able to secure compensation of over \$75,500 for Whistleblowers in Indiana for FY 2016 which is a substantial increase from the FY 2015 amount of \$42,774.00 and highest in the last three fiscal years.

Training continued for the Indiana whistleblower section this year with all of IOSHA's Whistleblower unit attending a class at OTI entitled, Whistleblower Complaint Resolution and Settlement Negotiation.

### **Voluntary Protection Program**

The agency performs other important functions in addition to compliance inspections. A key standout is the Indiana Voluntary Protection Program (VPP). The program is growing, as Indiana has 83 worksites certified in VPP. The program is projecting there will be 100 total certified sites within the next two years. The Indiana program is encouraging mobile worksites and public sector sites to become VPP sites. IOSHA personnel consist of three VPP team leaders which guide, train, and coordinate 115 special government employees. In FY 2016, ten new STAR sites were added. Working together, the VPP Leaders coordinated day-long training sessions for the Indiana SGEs and safety and health professionals from current VPP sites and sites working on VPP. Six sessions in the northern, southern and central regions of the state were held during calendar year 2016. The education sessions involved sites sharing best practices, learning about Workplace Violence Prevention from Indiana State Police and Dubois County Sheriff, and discussing ways sites are preventing amputations. To ensure VPP sites are fatality free, the VPP Leaders emphasize a focus during the evaluations on areas such as fall protection, electrical safety, confined space, and control of hazardous energy. The VPP staff also spends time visiting different areas of the state to discuss and promote the program, safety management systems practices and safety excellence for the Hoosier workforce. VPP continues to provide an effective platform for safety outreach in Indiana.

The VPP Team in conjunction with OSHA Region V also conducted a SGE training class, two Industrial Hygiene classes, three VPP educational sessions and three VPP best practices meetings in FY 2016.

IOSHA continues to reap the benefits of Special Governmental Employees (SGEs) for use during VPP evaluations. The use of SGEs has reduced the burden on enforcement resources as more and more companies become committed to exemplary health and safety management systems through VPP. The agency estimates that each SGE used for a VPP evaluation yields a cost savings of \$2,500, which can then be reinvested in a robust enforcement program.

### **Fatalities**

The 2014 preliminary Census of Fatal Occupational Injuries report shows 127 Hoosier workers lost their lives in a workplace accident. This number remains unchanged from the final report for 2013. Although this number includes all workers that lost their lives on the job in 2014, Indiana OSHA opened investigations on 51 of these fatalities. The balance of the fatalities were outside the jurisdiction of Indiana OSHA such as transportation and agricultural fatalities.

In general, worker fatalities have continued to decrease over the past 22 years from a high of 195 in 1994 to a record low of 115 in 2012. Although the number of fatal injuries has not changed from last year's final total, the number of fatal injuries for 2014 ties 2013 and 2007 for the fourth-lowest number of workplace fatalities on record.

Indiana's *agriculture, forestry, fishing, and hunting transportation and warehousing* industry experienced 27 fatalities in 2014—the highest number of any Hoosier industry for the year (21.26%). This represents a 50.00% increase from 18 fatal events in 2013. Nearly half of these events (13) were the

result of transportation incidents. The crop production sub-industry experienced 19 of the 27 fatalities (70.37%) with nine (9) of those fatal events occurring as transportation incidents.

The *construction* industry saw a 20.00% increase in fatal events from 15 fatalities in 2013 to 18 in 2014. These deaths occurred in the sub-industries of specialty trade contractors, heavy and civil engineering and construction of buildings.

Declining significantly from 27 fatalities in 2013 to 13 in 2014, the *transportation and warehousing* industry experienced a 51.85% decrease over last year's fatal events. However, while the *transportation and warehousing* industry experienced a decline, transportation-related events were the primary cause of fatal events across all industries.

Other Indiana industries with significant increases in worker fatalities in 2014 include accommodation and food services; administrative and waste services; public administration in local government; health care and social assistance; mining and arts, entertainment and recreation. Manufacturing, educational services in local government and health care and social assistance in local government experienced significant decreases in fatal injuries.

Transportation-related incidents continue to result in the highest number of Hoosier workplace fatalities. In 2014, there were 52 transportation-related incidents, which accounted for 40.94% of all Indiana occupational fatalities. These incidents included roadway motor vehicle accidents (30), non-roadway incidents involving motorized land vehicles (12) and pedestrians struck by vehicles while working (6). Transportation-related incidents can affect all industries and are not solely limited to work performed in the transportation and warehousing industry. In 2014, 11 of these incidents happened in the transportation and warehousing industry, while 41 fatalities occurred in other industries including agriculture, forestry, fishing and hunting (13), construction (8) and administrative and waste services (6). The preliminary review of 2014 workplace fatalities shows the primary cause of worker fatalities in Indiana was vehicle crashes. This is consistent with prior years' reports. In 2014, the Indiana Department of Labor partnered with the Indiana Department of Transportation, Bureau of Motor Vehicles, Indiana State Police and the Criminal Justice Institute to launch the DRIVE NOW TXT L8R outreach campaign and social media contest. The DRIVE NOW TXT L8R Campaign was initiated to educate motorists on the dangers of texting while driving.

For the second year in a row, *violence and other injuries by persons or animals* was the second-most frequent fatal Hoosier workplace event with 25 fatal injuries (19.69%). The majority of these fatalities took place in the service providing industries—primarily the retail trade (6), local government public administration (3) and accommodation and food services (3). Eighteen (72.00%) of these events were reported as homicides with fifteen (60.00%) reported as intentional shootings by another person.

**Violence and other injuries by persons or animals** (workplace violence) was the leading cause of fatalities in the retail trade, with six of the eight retail trade fatalities (75.00%) attributed to homicide. Three of the five fatalities reported in the local government public administration industry were also attributed to homicide by shooting (60.00%). All three of these were police officers fatally shot in the line of duty.

Events involving *contact with objects and equipment* accounted for 15 fatalities (11.81%). These events include being struck by a falling object or other non-transportation powered equipment. All of these events occurred in private industry, with seven occurring in agriculture, forestry, fishing and hunting,

three in construction and one in mining. The sub-industries most affected by **contact with objects and equipment** were crop production (5), specialty trade contractors (2) and forestry and logging (2).

### Significant Cases

### WCA Group LLC DBA Mr. Plumber:

On May 19, 2016 an employee was completely buried over his head in a trench that was dug for a sanitary sewer lateral replacement. The trench was approximately 10 feet deep and had no cave in protection. Luckily a co-work and a person walking by the job site was able to expose the workers head and chest so he could breathe till the fire department arrived. Once the fire department arrived they made everybody get out of the trench due to the possibility of another collapse. The fire department tried to put some shoring in the trench and threw a shovel down to the trapped employee so he could dig the rest of himself out. Once he dug himself out he climbed up a ladder provided by the fire department. The employee was taken to the hospital for dehydration and to be checked over. As a result of IOSHA's investigation 8 serious violations were upheld with a reduced amount of \$7,525.00 settlement and a required INSAFE consultation.

### National Railroad Passenger dba Amtrak:

On August 23, 2015, an employee was welding/cutting a fuel tank for a diesel locomotive that was not empty of flammable materials when it exploded fatally burning the employee at the Beech Grove, Indiana location. The inspection resulted in four serious violations and one willful citation with a total penalty of \$98,000. The informal hearing was attended by management and union officials. The resulting informal agreement was a result of union input and met with union approval. In the informal hearing all four serious violations and the willful citation were upheld and the penalty reduced 50% for implementing a new corporate wide policy and procedures (S&P) along with training developed in conjunction with the union. The training will be provided to several managers at the Beech Grove, Indiana; Chicago, Illinois; and Albany, New York locations. The new policy and procedures developed incorporated triple rinsing and evacuation of diesel tanks prior to servicing, buying and implementing the use of new direct reading monitoring equipment, and training on the monitoring equipment for LEL and oxygen levels at all three facilities.

### **Budget**

Indiana OSHA presently has eight open positions for compliance officers on hold, out of our normal compliment of 38 officers that are not approved to fill. We believe this is a temporary hold on these positions. We anticipate approval to fill these open positions in FY 2017 Q1. The hold on these eight positions and a high turnover rate has contributed to a reduced number of inspections estimated for FY 2016 and projected for FY 2017. These open positions also resulted in approximately \$ 73,000 that IOSHA did not spend and reverted back to the Federal Budget. *The Indiana State Budget Agency has imposed 3% budget reserve during FY 2016 – FY 2017*.

Additionally, Indiana was audited by federal DOL with respect to the appropriate expenditure of federal grant dollars. While the auditor noted one minor suggestion, the agency passed with flying colors in managing its federal dollars. In addition, the entire agency was audited by the State Board of Accounts. There were only two minor written comments by the state budget officials.

### **Emphasis Programs**

IOSHA has adopted all of the National Emphasis Programs (NEPs) for this time period with the exception of Commercial Diving. IOSHA also adopted three local emphasis programs (LEPs) covering scaffolds, fall protection and trenches. IOSHA recently refocused an effort to review all NEPs developed by the federal OSHA to ensure they are followed correctly. IOSHA has drafted a written procedure for establishing local emphasis programs that fit Indiana. A local emphasis program on fall protection has been drafted and is under review for final approval.

### **Directives/Regulations**

Indiana adopted CPL 02-00-158 Inspection Procedures for the Respiratory Protection Standard, adopted September 5, 2014.

Indiana adopted CPL 02-01-056 Inspection Procedures for Accessing Communication Towers, adopted October 1, 2014.

Indiana adopted TED 01-00-019 Mandatory Training Program for OSHA Compliance, adopted October 1, 2014.

Indiana adopted CPL 02-01-057 Compliance Directive for the Cranes and Derricks in Construction Standard, adopted April 17, 2014.

Indiana adopted CPL 03-00-018 National Emphasis Program-Primary Metal Industries Revision, effective April 20, 2014.

Indiana adopted CPL 02-03-005 Whistleblower Investigations Manual Directive, effective July 20, 2015.

Indiana adopted CPL 02-02-078 Enforcement Procedures and Scheduling for Occupational Exposure to Tuberculosis Directive, effective October 30, 2015.

Indiana adopted CPL 02-02-079 Inspection Procedures for the Hazard Communication Standard (HCS-2012), effective September 1, 2015.

Indiana adopted CPL 03-00-019 National Emphasis on Amputations, effective January 1, 2016.

Indiana adopted TED 03-01-004 SGE Program Policies and Procedures Manual for the OSHA's VPPs, effective January 1, 2016.

Indiana adopted TED 01-00-020 Mandatory Training Program for OSHA Whistleblower Investigators, effective April 8, 2016.

Indiana adopted CPL 02-00-159 Field Operations Manual (FOM), effective April 1, 2016.

Indiana adopted CSP 02-00-003 Consultation Policies and Procedures Manual, effective May 19, 2016.

Indiana adopted 1926 Cranes and Derricks in Construction-Operator Certification-Final Rule, effective January 1, 2015.

Indiana adopted 1910, 1926 Final Rule for Electric Power Generation, Transmission and Distribution; Electrical Protective Equipment, effective February 1, 2015.

Indiana adopted 1904 Occupational Injury and Illness Recording and Reporting Requirements-NAICS Updates and Reporting Revisions, effective March 1, 2015.

Indiana adopted 1926.12 Final Rule for Confined Spaces in Construction, effective February 4, 2016.

Indiana adopted the 1910, 1915, 1926 Final Rule for Occupational Exposure to Respirable Crystalline Silica, effective December 26, 2016.

Indiana will adopt 1902, 1904 Final Rule for Improved Tracking of Workplace Injuries and Illnesses (pending) with an estimated effective date of November 14, 2016.

### **New Legislation in Indiana**

The Federal OSHA penalty increase has been drafted for submission to the early 2017 Indiana legislative session. IOSHA penalty structure is covered by state statute and the increase will need to be approved by the Indiana Legislature.

### **Board of Safety Review**

At the beginning of the FY 2016, there were 26 cases pending before the Board of Safety Review (BSR). The BSR received 27 new cases during FY 2016. The BSR ended the FY 2016 with 22 open cases. FY 2016 began with one (1) open 2012 case, zero (0) open 2013 cases, ten (10) open 2014 cases and fifteen (15) open 2015 cases. The Board of Safety Review closed the fiscal year with two (2) open 2014 cases, six (6) open 2015 cases, and fourteen (14) open 2016 cases. The docket was significantly reduced by closing thirty one (31) contested cases in the FY 2016 and ending with no contested case over three years old.

### CAP/FAME

Indiana OSHA received a federal annual monitoring evaluation (FAME) for FY 2015 in January 2016. The Final report was received in July 2016. Indiana OSHA received a total 21 findings on the report for FY 2015. Of the 21 findings, 11 have been corrected and are awaiting verification. The remaining 10 findings have action plans and completion dates scheduled in FY 2016 and FY 2017. Indiana OSHA welcomes the opportunity to improve deficiencies pointed out in these evaluations.

### **Future Direction**

Indiana OSHA uses leverage points outside the organization to increase its influence in improving safety within the state. Through the utilization of partnerships IOSHA can expand safety enforcement in a broader fashion. Partnerships have benefitted IOSHA by offering low cost "hands on" safety training to the agency when specific needs arise. Indiana OSHA's utilization of Special Government Employees in

the Voluntary Protection Program is another example of this leverage as a volunteer safety group that allows IOSHA Compliance Officers focus on enforcement inspections.

On the enforcement side, IOSHA is working hard in making the enforcement process a consistent, accurate and timely process. We have made great strides in timeliness to open investigations. We are focusing on hazard recognition and making sure our files are completed in a timely manner. The IOSHA Director of General Industry has been leading an effort to improve intake of complaints. IOSHA is adding an additional phone line in the intake area and added temporary resources to help address the approximate 1200 complaints received annually. IOSHA is scheduling a third party in December 2016 to assess IOSHA Intake and make suggestions on process and resourcing.

The future challenge for IOSHA is to address high employee turnover and reduced staffing. Due to low funding and industry competition for safety professionals, IOSHA experienced turnover of 14 compliance officers from October 2014 to December 2015. Eleven of those officers left the agency for better paying opportunities. Recruiting and replacing IOSHA compliance officers is challenging and time consuming. The IOSHA Management team worked with the Indiana State HR Department to propose an increase in salary scales for IOSHA Compliance Officers and Supervisors. IOSHA is awaiting approval from the Indiana State Budget Office. As we continue to improve Indiana OSHA operations and provide great service to the state of Indiana, limited resources will be an ever increasing issue. To meet our goals, staff retention will be a focus as we move to the future. We must be competitive in compensation and offer positions that are attractive to talented safety professionals.

Indiana is experiencing record low injury rates. Lots of low hanging fruit has been picked. Future Improvement will be more challenging. We must be effective and look for ways to improve worker safety in Indiana.

IOSHA's future will focus on a balance of continuing to strengthen our enforcement responsibilities and expanding our Alliances and Partnerships with an agency mission of advancing the safety, health and prosperity of Hoosiers in the workplace.

Timothy E. Maley

**Deputy Commissioner of Labor** 

Junithy E. Maley

The Indiana Department of Labor's overriding strategic goal is to reduce occupational injuries, illnesses and fatalities in Indiana, particularly in the high hazard industries that have the greatest number of working Hoosiers.

Strategic Goal #1: Focus resources of INSafe, the Indiana Occupational Safety and Health Administration (IOSHA) and Quality, Metrics and Statistics (QMS) in the underserved Hoosier healthcare industry, which currently has one of the highest single injury and illness rates (5.9\* per 100 workers) of all major industries in Indiana. This includes creation of an outreach and education campaign, based upon data, research and stakeholder input and undertaking a focused enforcement effort in the healthcare industry by developing a Local Emphasis Program (LEP), and participating in appropriate National Emphasis Programs (NEPs).

\*Source: Bureau of Labor Statistics' Survey of Occupational Injuries and Illnesses 2010.

| Performance Goal 1.1        | Reduce the non-fatal occupational injury and illness rate in the healthcare industry by 15% by end of FY 2017.  |
|-----------------------------|---|
| Annual Performance Goal 1.1 | Reduce injuries and illnesses in the healthcare industry by 3%.   |
| Indicators/Metrics          | Bureau of Labor Statistics Survey of Occupational Injuries and Illnesses rate for the healthcare and social assistance industry.  |
| Data Sources                | Bureau of Labor Statistics publications and tables.   |
| Baseline                    | 2010 Bureau of Labor Statistics' Survey of Occupational Injuries and Illness rate of 5.9 per 100 Indiana workers.   |
| Comments                    | The 2011 BLS SOII rates were unavailable at the time the agency submitted its Five-Year Strategic Plan for review and approval; therefore the 2010 rate was used as the baseline. The FY results will be for each year will be calculated from the baseline for calendar year 2010.   |
| FY 2016 Results             | The goal of reducing non-fatal occupational injuries and illnesses in the healthcare industry by 3% was <b>exceeded</b> for the one-year period.  According to the most recently published nonfatal occupational injury and illness statistics made available by the federal Bureau of Labor Statistics' Survey of Occupational Injuries and Illnesses (SOII), the 2015 Hoosier healthcare industry rate is 4.9 per 100 workers. The 2015 healthcare industry rate represents a one-year decline of 5.8 percent. The 2015 rate also represents a 16.9% decrease from the 2010 baseline rate of 5.9 per 100 workers. |

| Performance Goal 1.2        | Conduct 50 on-site consultations and 10 speeches directed towards the healthcare industry by end of FY 2017.  |
|-----------------------------|---|
| Annual Performance Goal 1.2 | Conduct 10 consultations and 2 speeches directed towards the healthcare industry.   |
| Indicators/Metrics          |   |
| Data Sources                | IMIS/NCR/OIS  |
| Baseline                    | Zero  |
| Comments                    |   |
|                             | The goal of conducting 2 speeches directed towards the healthcare industry was <b>met</b> this year.  |
|                             | In FY 2016, INSafe and IOSHA staff made 2 presentations to the following organizations about healthcare worker safety and health:   |
| FY 2016 Results             | <ul> <li>MedStat Lutheran Health Network (May 12, 2016). INSafe representative spoke to approximately 20 healthcare employer representatives about OSHA recordkeeping and INSafe consultation services.</li> <li>Lutheran Hospital (February 5, 2016). INSafe representative spoke about to approximately 55 healthcare employer representatives about safety and health management systems and INSHARP.</li> </ul> |
|                             | The goal of providing 10 consultations in the healthcare industry was <b>exceeded</b> during FY 2016.   |
|                             | INSafe Safety and Health Consultants conducted 12 consultations visits (11 Initial and 1 Follow-up) in healthcare establishments (NAICS 621000 – 623990).   |
| Performance Goal 1.3        | Conduct 20 inspections in the healthcare industry by end of FY 2017.  |
| Annual Performance Goal 1.3 | Conduct 4 inspections in the healthcare industry.   |
| Indicators/Metrics          |   |
| Data Sources                | IMIS/NCR/OIS  |

| Comments   |   |
|--|---|
| FY 2016 Results                                      | The goal of completing 4 healthcare industry inspections was <b>exceeded</b> .  The Indiana Occupational Safety and Health Administration (IOSHA) conducted 18 inspections in the healthcare industry during FY 2016.   |
| Strategic Goal #2: Effect in manufacturing industry. | nproved occupational injury and illness rates in the Hoosier  |
| Performance Goal 2                                   | Reduce the non-fatal occupational injury and illness rate in the manufacturing industry by 15% by end of FY 2017.   |
| Annual Performance Goal 2                            | Reduce injuries and illnesses in the manufacturing industry by 3%.  |
| Indicators/Metrics                                   | Bureau of Labor Statistics Survey of Occupational Injuries and Illnesses rate for the manufacturing industry.   |
| Data Sources   | Bureau of Labor Statistics publications and tables.   |
| Baseline   | 2010 Bureau of Labor Statistics' Survey of Occupational Injuries and Illness rate for the manufacturing industry of 5.2 per 100 Indiana workers.  |
| Comments   | The 2011 BLS SOII rates were unavailable at the time the agency submitted its Five-Year Strategic Plan for review and approval; therefore the 2010 rate was used as the baseline. The FY results will be for each year will be calculated from the baseline for calendar year 2010.   |
| FY 2016 Results                                      | The goal of reducing non-fatal occupational injuries and illnesses in the manufacturing industry by 3% was <b>exceeded</b> for the one-year period.   |
|  | According to the most recently published nonfatal occupational injury and illness statistics made available by the federal Bureau of Labor Statistics' SOII, the Hoosier manufacturing industry non-fatal occupational injury and illness for 2015 is 4.7 per 100 workers. This represents a one-year decrease of 4.1%. The 2015 rate also represents a 9.6% decrease from the 2010 baseline rate of 5.2 per 100 workers. |
| Strategic Goal #3: Effect in construction industry.  | nproved occupational injury and illness rates in the Hoosier  |
| Performance Goal 3                                   | Reduce the non-fatal occupational injury and illness rate in the construction industry by 15% by end of FY 2017.  |

| <b>Annual Performance Goal</b>  |  |
|---|--|
| 3   | Reduce injuries and illnesses in the construction industry by 3%.  |
| Indicators/Metrics  | Bureau of Labor Statistics Survey of Occupational Injuries and Illnesses rate for the construction industry.   |
| Data Sources  | Bureau of Labor Statistics publications and tables.  |
| Baseline  | 2010 Bureau of Labor Statistics' Survey of Occupational Injuries and Illness rate for the construction industry of 3.8 per 100 Indiana workers.  |
| Comments  | The 2011 BLS SOII rates were unavailable at the time the agency submitted its Five-Year Strategic Plan for review and approval; therefore the 2010 rate was used as the baseline. The FY results will be for each year will be calculated from the baseline for calendar year 2010.  |
| FY 2016 Results   | The goal of reducing non-fatal occupational injuries and illnesses in the construction industry by 3% was <b>exceeded</b> for the one-year period.  According to the most recently published nonfatal occupational injury and illness statistics made available by the federal Bureau of Labor Statistics' SOII, the Hoosier construction industry injury and illness rate is 2.8 per 100 workers. This represents a |
| one-year decrease of 17.6%.  Strategic Goal #4: Increase the number of stakeholder contacts by all Indiana Department of Labor divisions to reach at least 500,000 unique individuals of Indiana's 2.8 million workers. This will include enforcement inspections and consultations, as well as speeches, printed materials, resource tools distributed, web tools, seminars and conferences. |  |
| Performance Goal 4.1  | Reach 450,000 individuals by end of FY 2017 through inspections and consultations.   |
| Annual Performance Goal 4.1   | Reach 90,000 individuals.  |
| Indicators/Metrics  | Number of employees at the location of on-site consultations and inspections.  |
| Data Sources  | IMIS/NCR/OIS   |
| Baseline  | Zero   |

| Comments                       | FY2011 NCR data of IOSHA inspections with 105,487 individuals impacted, and 36,811 individuals impacted through INSafe consultations.  |
|--------------------------------|--|
|                                | The goal of reaching 90,000 individuals through inspections and consultation activities was <b>exceeded</b> for FY 2016.   |
| FY 2016 Results                | In FY 2016, INSafe affected 19,703 individuals through consultation efforts. In FY 2016, IOSHA impacted 274,147 individuals through inspection-related activities. Total individuals impacted by IOSHA and INSafe were 293,850 individuals.                                |
| Performance Goal 4.2           | Reach 50,000 individuals by end of FY 2017 through speeches, trainings, events and other outreach.   |
| Annual Performance Goal 4.2    | Reach out to/connect with a minimum of 10,000 individuals during combined outreach efforts of speeches, interventions, presentations, electronic media, trainings, events (i.e. conferences, seminars, etc.).  |
| Indicators/Metrics             | Number of attendees/participants at speeches, presentations, trainings, events, etc.   |
| Data Sources                   | IMIS/NCR/OIS and IDOL internal tracking data bases   |
| Baseline                       | Zero   |
| Comments                       | FY 2011 CAPR/SOAR Report: 8,821 individuals attended speeches and trainings.   |
| FY 2016 Results                | The goal of reaching out to/connecting with a minimum of 10,000 individuals during combined outreach efforts of speeches, interventions, presentations, electronic media, trainings, events was <b>not met</b> for this one-year period.                                   |
|                                | In FY 2016, 3,855 individuals attended INSafe speeches, presentations, trainings, and other events (through Interventions). During FY 2016, IOSHA representatives affected approximately 3,496 individuals through the same efforts. Total combined for FY 2016 was 7,351. |
| Performance Goal 4.3           | Develop 10 electronic outreach products or resources by end of FY 2017.  |
| <b>Annual Performance Goal</b> | Provide a minimum of 2 electronic outreach products and resources aimed at Indiana high hazard industries, high risk workers, etc.   |

| Indicators/Metrics  |  |
|---|--|
| Data Sources  | IDOL internal tracking databases   |
| Baseline  | Zero   |
|   | These products may consist of brochures, checklists for compliance, presentations, webinars etc.   |
| Comments  | Increased or regular visits to the Indiana Department of Labor website, specifically those links, tools and resources developed to provide compliance assistance will help indicate effectiveness.   |
|   | IDOL intends to use the State of Indiana WebTrend report; Data base tracking of materials.   |
|   | January 1 – December 31, 2011: 229,113 visits.   |
| FY 2016 Results   | <ul> <li>This goal was exceeded in FY 2016.</li> <li>IN Review – 2016, annual occupational safety and health publication.</li> <li>Updated materials available for the Fall Prevention campaign and webpage www.in.gov/dol/2876.htm.</li> <li>Updated materials and included video for the DRIVE NOW. TXT L8R. campaign for National Distracted Driving Awareness Month www.txtl8r.in.gov.</li> <li>IOSHA 30th Anniversary webpage and timeline www.in.gov/dol/2967.htm.</li> <li>"Meet Our Consultants" webpage www.in.gov/dol/2914.htm.</li> </ul> |
| Strategic Goal #5: Strengthen the cooperative programs of VPP, INSHARP, Partnerships and Alliances to provide support, mentoring, industry best practices, and acknowledgment of top performers without incentivizing mediocre review or diminished credibility of the program in an effort to encourage duplication of exemplary programs throughout Indiana industries. Actively promote employer and employee awareness of the VPP and INSHARP cooperative programs. |  |
| Performance Goal 5.1  | Perform 150 combined preliminary site visits and new or recertification visits for employer participation in VPP or INSHARP by end of FY 2017.   |
| Annual Performance Goal 5.1   | Conduct at least 30 combined preliminary site visits and new or recertification visits for employer participation in VPP or INSHARP.   |

| Indicators/Metrics | <ul> <li>Monthly visit counts submitted by VPP and INSHARP staff</li> <li>Number of VPP and INSHARP inquiries handled each month</li> <li>Number of new/recertification site visits conducted by staff</li> </ul>  |
|--------------------|--|
| Data Sources       | IMIS/NCR/OIS and IDOL internal tracking data bases.  |
| Baseline           | Zero   |
| Comments           | This will include VPP and INSHARP preliminary visits/consultations to determine a site's readiness for participation in either program.  FY 2011 Internal Reports:  VPP  Conducted 7 preliminary visits Conducted 9 recertification visits Conducted 1 SGE training session and industrial hygiene class Conducted 1 VPP/INSHARP Annual Meeting  INSHARP  Conducted 7 new site/company evaluations (only 6 sites were certified) Conducted 19 recertification visits (only 18 sites were recertified) Conducted 6 follow-up/monitoring INSHARP visits Conducted 1 VPP/INSHARP Annual Meeting |
| FY 2016 Results    | The goal of conducting at least 30 combined preliminary site visits and new or recertification visits for employer participation in VPP or INSHARP has been <b>exceeded</b> in FY 2016.  INSHARP  Conducted 6 new certification visits (4 sites were certified)  Conducted 20 recertification visits  Conducted Annual VPP/INSHARP Meeting at the 2016 Indiana Safety and Health Conference & Expo.  Conducted 8 preliminary site visits (non-evaluations)  Total INSHARP Activities = 35  |

|                             | VPP  |
|-----------------------------|--|
|                             | <ul> <li>Conducted 203 preliminary site visits (non-evaluations)</li> <li>Conducted 17 recertification evaluations</li> <li>Conducted 6 SGE training/meetings</li> <li>Conducted 9 evaluations of new sites</li> </ul> Total VPP Activities = 235 Combined INSHARP/VPP activities were 270.  |
| Performance Goal 5.2        | Develop 10 partnerships or alliances by end of FY 2017.  |
| Annual Performance Goal 5.2 | Sign at least 2 strategic occupational safety and health partnerships and/or alliances.  |
| Indicators/Metrics          |  |
| Data Sources                | IDOL Internal tracking by spreadsheet/database.  |
| Baseline                    | Zero   |
| Comments                    | It is assumed that natural attrition of alliance and partnerships participants will occur during the five-year strategic plan. The completion of site-specific construction and completion of alliance-based strategic agreements that are not renewed is expected, and does not affect the goal of two new ones annually. This goal does not contemplate a net increase year to year.  Alliances  Each of the following alliance agreements have a 2 year term, with the option to renew.  Indiana Petroleum Marketers & Convenience Store Association (IPCA) – Signed March 28, 2012  Mid-America OSHA Education Center – Signed January 31, 2012  Indiana Builders Association (IBA) – Signed December 21, 2011  Site-Specific Partnerships  The following site-specific partnership agreements are in place through the duration of the project.  Fred Weber, Inc. (Interstate 69, Newberry, Indiana) – Signed June 29, 2011  Association-Based Partnerships |

|                             | Associated Builders and Contractors (ABC)  L. F. G.  |
|-----------------------------|--|
|                             | Indiana Construction Association (ICA)      Matra Indianapolis Coalition for Construction Sefety.  |
|                             | • Metro Indianapolis Coalition for Construction Safety (MICCS)   |
|                             | (MICCS)  |
|                             | Partnership Injury and Illness Rates   |
|                             | • MICCS' TRC = 1.39 (September 2009 – May 2012)  |
|                             | • ICAs' TRC = 1.36 (January 2012 – May 2012)   |
|                             | • ABCs' TRC = 1.35 (January 2012 – May 2012)   |
|                             | This goal was <b>not met</b> during FY 2016.   |
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| FY 2016 Results             | During FY 2016, the Indiana Department of Labor signed a site-   |
|                             | specific partnership with Trinitas Construction for the IUPUI  |
| Strategic Goal #6: Foster a | Collegiate at Indianapolis Project on April 20, 2016.  culture of professional growth and development among IOSHA  |
| S .                         | officers and INSafe Safety and Health Consultants. Improve the   |
|                             | f staff so as to employ the best trained, most technically proficient  |
|                             | ats and supervisory staff throughout state plan programs working   |
| at top efficiency.          | Territory and the state print program with the state print program with the state print program with the state print pri |
| 1 00 2                      | Provide 10 non-OTI training opportunities by the end of FY   |
| Performance Goal 6.1        | 2017.  |
| A                           |  |
| Annual Performance Goal 6.1 | Provide 2 non-OTI training opportunities.  |
| 0.1                         |  |
| Indicators/Metrics          |  |
|                             |  |
| Data Sources                | IDOL Internal tracking by spreadsheet/database.  |
|                             | G 7 1  |
| Baseline                    | Zero   |
|                             |  |
| Comments                    |  |
|                             | The Indiana Department of Labor exceeded the goal of   |
|                             | providing 2 non-OTI training opportunities per year during FY  |
|                             | 2016. Please reference the courses in the list below.  |
|                             |  |
|                             | Select IOSHA CSHOs, supervisors and managers, and INSafe   |
| FY 2016 Results             | Safety and Health Consultants participated in non-OTI provided   |
| 1 2010 Results              | training opportunities during FY 2016. This training included the  |
|                             | following:   |
|                             | 2 consultation staff members attended the 4 days   |
|                             | • 2 consultation staff members attended the 4-day<br>American Society of Safety Engineers Conference –   |
|                             | Atlanta, Georgia.  |
|                             | inita, occigia.  |

|                             | <ul> <li>3-day Indiana Safety and Health Conference &amp; Exposponsored by INSafe, the Central Indiana Chapter of the American Society of Safety Engineers and Indiana Chamber of Commerce (March 21-23, 2016).</li> <li>Prevention of Grain Dust Explosions (Purdue University)</li> <li>OSHA 501 – Trainer Course in General Industry Standards (Mid-America OSHA Education Center)</li> <li>OSHA 502 – Update for General Industry Outreach Trainers (Mid-America OSHA Education Center)</li> <li>National ASSE Conference – Atlanta, Georgia</li> <li>Process Safety Management (DSM NeoResins)</li> <li>Industrial Hygiene for Non-IHs (Indiana Department of Labor in conjunction with Eli Lilly, RR Donnelley, Allegion, and Purdue University)</li> <li>Active Shooter Training (Dubois County Sherriff's Department/Indiana State Police)</li> <li>Disciplinary Actions in the Classified Service (Indiana State Personnel Department)</li> <li>Glowear Hi-Vis Apparel ANSI/ISEA 107-2015 Hi Vis Standard Training (Ergodyne Tenacious Gear)</li> <li>IS-100.b Introduction to Incident Command System ICS-100 (FEMA)</li> <li>IS-200.b ICS for Single Resources and Initial Action Incident, ICS-200 (FEMA)</li> <li>IS-700.a Introduction to National Incident Management System (FEMA)</li> <li>IS-800.b Introduction to National Response Framework (FEMA)</li> <li>Manage Incidents Wisely: The Need For a Closed-Loop, Risk-Based Process (Safety &amp; Health Magazine EtQ)</li> <li>Performance Management Overview for Civil Service Employees (Indiana State Personnel Department)</li> <li>OSHA Recordkeeping (INSafe)</li> <li>Work Zone Safety Technology (3M Corporation)</li> </ul> |
|-----------------------------|---|
| Performance Goal 6.2        | Have five staff attain a professional certification or advanced degree by end of FY 2017.   |
| Annual Performance Goal 6.2 | Have one staff member attain a professional certification or advanced degree.   |
| Indicators/Metrics          |   |
| Data Sources                | IDOL Internal tracking by spreadsheet/database.   |

| Baseline | Zero  |
|----------|---|
|          | Professional certifications include Certified Safety Professional (CSP), Certified Industrial Hygienist (CIH), Certified Hazardous Material Manager (CHMM), Occupational Health and Safety Technologist (OHST) and Construction Health and Safety Technician (CHST). Eight different IDOL compliance or consultation staff have obtained one or more of these certifications since 2008.  |
|          | Advanced degrees include a Masters Degree from an accredited institution, earned before date of hire or during employment with IDOL.  |
| Comments | As prescribed in the Indiana Department of Labor's professional development/certification policy, the agency will provide the following for IOSHA compliance and INSafe consultative staff:  Pay registration fees for an appropriate Review Course not to exceed three days of instruction one time per certification pursued. The Review Course may be taken before the ASP portion or the CSP portion of the CSP designation. If additional course instruction is sought (for example, math review), and the employee seeks state reimbursement, written justification along with permission of IOSHA Deputy Commissioner or INSafe Assistant Commissioner should be submitted.  Pay lodging, per diem and other allowed state travel costs (including travel days) for a permitted review course. The use of a state car may be allowed based on availability. Mileage reimbursement (or rental) will be allowed if no state car is available.  Pay exam registration fees one-time per designation pursued. The use of a state car may be allowed based on availability. Mileage reimbursement (or rental) will be allowed if no state car is available.  Pay registration fees, lodging, per diem and transportation for an employee who has earned a qualified certification to attend one professional designation conference per year. The IOSHA Deputy Commissioner and INSafe Assistant Commissioner have the discretion to select appropriate conferences.  The following are current professional certifications (as listed above).  IOSHA Compliance Safety and Health Officers  2 CSPs |

|                 | • 1 CIH<br>• 1 CHMM  |
|-----------------|--|
|                 | <ul> <li>INSafe Safety and Health Consultants</li> <li>1 CSP</li> <li>1 CIH</li> </ul>   |
| FY 2016 Results | This annual performance goal of having one staff member attain a professional certification or advanced degree was <b>not met</b> for FY 2016. |